

MINUTES OF THE MEETING OF THE
LOCAL AGENCY FORMATION COMMISSION

COUNTY OF NAPA

December 13, 2001

1. Call to Order; Roll Call.

THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF NAPA MET IN REGULAR SESSION, THURSDAY, DECEMBER 13, 2001 AT 4:00 P.M. THE FOLLOWING MEMBERS WERE PRESENT: CHAIRMAN GUY KAY, COMMISSIONERS MIKE RIPPEY, MEL VARRELMAN, MARY LOU HOLT AND HARRY MARTIN.

ALTERNATE COMMISSIONER IN ATTENDANCE: COMMISSIONER VOLKER EISELE

2. Pledge of Allegiance.

JOHN HOFFNAGLE, LAND TRUST OF NAPA COUNTY, LED THE SALUTE TO THE FLAG.

3. Approval of Minutes.

Minutes of June 14, 2001, July 23, 2001, August 9, 2001, and October 11, 2001
APPROVED MINUTES OF MEETINGS OF JUNE 14, 2001, JULY 23, 2001, AUGUST 9, 2001 AND OCTOBER 11, 2001.

R-M-V-H-K

4. Public Comment.

NONE

5. CONSENT CALENDAR

a) ADOPTION OF CONDUCTING AUTHORITY RESOLUTION:

Browns Valley Road/Thompson Avenue No. 3 to the Napa Sanitation District

The Commission will review the results of the conducting authority hearing for this annexation and adopt a resolution noting the result of the proceedings.

(APN 050-320-007, intersection of Browns Valley Road and Thompson Avenue)

ADOPTED RESOLUTION

V-R-H-M-K

R-01-19

b) LAFCO Imprest Cash Account

The Commission will consider staff's request to keep a \$100 Imprest Cash (Petty Cash) Account.

5. CONSENT CALENDAR (Continued)

- c) **LAFCO FY00-01 Budget Modification – CALAFCO Revenues/Expenditures**
The Commission will consider modifying its FY01-02 budget to include a \$2,000 fund provided by the California Association of Local Agency Formation Commissions (CALAFCO).
- d) **LAFCO FY00-01 Budget Modification – Property Lease Expenditure**
The Commission will consider modifying its FY01-02 budget to reflect a rent increase related to the acquisition of space for the LAFCO Analyst.
- e) **Information Item: LAFCO Computer Projects Intern**
The Commission will receive information about the agency's high school intern position for several special computer projects.
- f) **Information Item: Implementation of AB1550**
The Commission will receive information about the implementation of AB1550 (Wiggins) calling for the formation of a county service area for farmworker housing.

**APPROVED CONSENT CALENDAR ITEMS 5. a) THROUGH 5. f).
V-R-H-M-K**

6. PUBLIC HEARING

- a) **Adoption of Fee Schedule**
The Commission will consider adoption of a revised LAFCO Fee Schedule.
PUBLIC HEARING HELD – NO TESTIMONY PRESENTED

**ADOPTED RESOLUTION ESTABLISHING A SCHEDULE OF FEES
AND DEPOSITS M-H-R-V-K R-01-20**

7. COMMISSION ACTION ITEMS

- a) **Adoption of LAFCO Calendar for January – June 2002**
The Commission will consider adoption of its calendar for the first six months of 2002.
**ADOPTED CALENDAR FOR JANUARY THROUGH JUNE 2002 INCLUDING A
SPECIAL MEETING MARCH 7, 2002.**
H-M-R-V-K
- b) **Appointment of LAFCO Budget Committee**
The Commission will appoint two members to serve with the Executive Officer on the budget committee.
**THE COMMISSION APPOINTED COMMISSIONER HOLT AND CHAIRMAN
KAY TO SERVE ON THE BUDGET COMMITTEE.**
R-M-V-H-K

7. COMMISSION ACTION ITEMS

c) **Public Member Search for Term Beginning May 2002**

Pursuant to its policy, the Commission will initiate the process to fill the public member position in May 2002.

APPROVED PROCESS TO INITIATE RECRUITMENT FOR THE PUBLIC MEMBER POSITION. M-V-R-H-K

CHAIRMAN KAY ANNOUNCED THAT HE WOULD BE SEEKING REAPPOINTMENT AS THE PUBLIC MEMBER.

8. COMMISSION DISCUSSION

a) **2002 CALAFCO Staff Workshop**

Staff will provide an oral report of its activities with respect to the 2002 CALAFCO Staff Workshop, which will be held in Napa.

REPORT PRESENTED – NO ACTION TAKEN

9. CLOSED SESSION
NONE

10. INFORMATIONAL ITEMS/NEW BUSINESS/COMMISSIONER COMMENTS
COMMISSIONER RIPPEY COMMENTED ON THE FOLLOWING:

- **REQUESTED STAFF ATTEND THE NEW NAPA COUNTYWIDE LAND USE STRATEGY WORKING GROUP MEETINGS ADMINISTERED BY ASSEMBLYWOMAN WIGGINS' OFFICE.**
- **DOES STAFF HAVE AN OPPORTUNITY TO REVIEW OTHER LAFCO'S POLICIES AND ISSUES OTHER THAN THROUGH CALAFCO AND IS THERE A NEWSPAPER CLIPPING SECTION ESTABLISHED IN ORDER TO FOLLOW ISSUES OTHER LAFCOS ARE FACING?**

STAFF RESPONDED THAT SOON MEETINGS WOULD BE HELD WITH EXECUTIVE OFFICERS FROM VARIOUS COUNTY LAFCOS IN ORDER TO SHARE INFORMATION AND COMMENTED THAT HE WOULD SUGGEST A NEWSPAPER CLIPPING SECTION BE ESTABLISHED.

COMMISSIONER MARTIN REPORTED THAT JOHN STEWART, COUNTY OF NAPA PUBLIC WORKS DEPARTMENT, IS THE CONTACT POINT FOR A WATER STUDY INVOLVING THE COUNTY AND CITY OF NAPA. HE SUGGESTED WORKING WITH THE AGENCIES REGARDING THE UPCOMING WATER STUDY.

CHAIRMAN KAY REQUESTED AN UPDATE REGARDING THE TIMETABLE FOR THE SUMMER WORKLOAD.

10. Continued

STAFF RESPONDED THAT HE IS WORKING WITH THE CITY OF AMERICAN CANYON ON THEIR SERVICE REVIEW, AND THE FIRST REVIEW BY THE COMMISSION SHOULD BE ON SCHEDULE.

STAFF ANNOUNCED THAT HE JUST RECEIVED AN ACCEPTANCE FOR THE STAFF ANALYST POSITION AND THE INDIVIDUAL WILL COME ON BOARD IN JANUARY.

Adjournment.

MEETING ADJOURNED

GUY KAY
Chairman

ATTEST:

DANIEL SCHWARZ
Executive Officer

MARY JEAN MCLAUGHLIN
Clerk of the Commission

MICHELLE PRICE
Deputy Clerk of the Board

Key

Member: K = Guy Kay; R = Mike Rippey; V = Mel Varrelman; H = Mary Lou Holt;
M = Harry Martin

Alternates: L = Lori Luporini; E = Volker Eisele; W = Brad Wagenknecht

Notations Under Vote: N = No; X = Excused; A = Abstained